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FILE: 100-5

MEMORANDUM FOR: Deputy Director for Administration

FROM : Robert M. Gates
Deputy Director for Intelligence

SUBJECT : Travel Controls


REFERENCE : Your memo dated 7 July 83, same subject

1. I have reviewed your proposed memorandum and am in general agreement with it. With regard to your suggestions:

- A. The DI is restricting the number of travel authorizing officials to the Office Director, Deputy Office Director and one other. On my immediate staff, I am restricting this authority to myself, the ADDI and two senior officers.
- B. As for suggesting yet another report, I see it serving no useful purpose. To expect the EXDIR or DDCI to monitor travel agency-wide seems neither appropriate nor necessary. Until recently, the ADDI personally approved all foreign TDY's in this Directorate. We found even this step to be duplicative of efforts already in existence within the Offices and, therefore, discontinued the ADDI review of travel.

2. A reduction in the number of authorizing officials seems useful and I have directed such an action in the DI, as noted above.

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Robert M. Gates
Deputy Director for Intelligence

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